

## Measures of employers, TŘINECKÉ ŽELEZÁRNY company and MORAVIA STEEL company following emergency quarantine measures

### Measure No. 6

TŘINECKÉ ŽELEZÁRNY company (referred to as “TŽ Company”), and MORAVIA STEEL company (referred to as “MS Company”)

- a/ Following the measures or other resolutions of the Government of the Czech Republic, extraordinary measures or other decisions of ministries and public health authorities (hereinafter referred to as “State Measures”)
- b/ aware that each one of them particularly
- pursuant to the provisions of Section 101 (1) of the Labor Code, it is obliged to ensure the safety and health protection of its employees at work with respect to the risks to their life and health;
  - pursuant to Section 102 (1) of the Labor Code, it is obliged to create a safe and non-threatening working environment and working conditions by an appropriate organization of occupational health and safety and by taking measures to prevent risks;
- c/ stressing that, pursuant to the provisions of Section 106 (4) of the Labor Code, **each employee is obliged, as far as possible, to ensure his own safety, his health and the safety and health of natural persons directly affected by his actions or omissions at work**, inter alia also
- to comply with the legal and other regulations and instructions of the employer to ensure the safety and health at work of which he / she was duly acquainted and to follow the principles of safe workplace behaviour and employer's information;
  - use employer-assigned work equipment and personal protective equipment and protective equipment,
01. recommend to all their employees to observe the State Measures, which are published especially on the websites of the Government of the Czech Republic and individual ministries, inter alia on the websites
- <https://www.vlada.cz/cz/epidemie-koronaviru/>  
<https://koronavirus.mzcr.cz/>
- and become familiar with their content;
02. ask all their employees to comply strictly with the requirements, guidelines and limitations set out in the State Measures and to comply with the Covid-19 Disease Protection Rules published by public authorities, public health authorities or healthcare facilities;
03. order all their employees to comply with the Covid-19 disease protection rules set by their employers and senior executives, as well as those established by companies providing catering to employees of TŽ Company and / or MS Company;
04. prohibit entrances and exits to the common areas of TZ or at the workplace of TŽ or at the workplace of MS, including employees who refuse to find out more about their current health

or body temperature measurements according to point 12. this Measure or possible symptoms of COVID-19, in particular a body value of 37.5 degrees Celsius or higher;

05. require all executives to not arrange or permit field trips to TŽ Company;
06. order each of its employees to report immediately to their immediate supervisor if they are aware that they have met a person suspected of having a Covid-19 disease or have been diagnosed with a Covid-19 disease, that a member of his household has been quarantined;
07. require each employee to report this fact immediately to his / her immediate supervisor if the temperature is 37.5 degrees Celsius or higher or any other symptoms of influenza;
08. Order each manager to immediately after finding that his subordinate employee
  - a/ has a body temperature of 37.5 degrees Celsius or higher, or has other symptoms of respiratory disease while on the premises of TŽ Company or at the workplace of TŽ or MS Companies or
  - b/ has encountered a person suspected of having Covid-19 or has been diagnosed with Covid-19, or
  - d/ lives in the same household with a person who has been quarantined,

to report these facts to the Fire Rescue Service of TŽ Company at telephone number **150** from the TŽ fixed line or **558 533 333** from a mobile phone (at workplaces outside Třinec to the relevant sanitary station) and then followed the instructions issued by PR – Director for Personnel and Public Relations;

09. require any cross-border employee, i.e. employee commuting to work regularly from abroad, at request of his or her senior manager, to prove the fulfilment of his or her legal obligations of a cross-border employee set by the State Measure due to its entry into the Czech Republic, including submission to his or her senior manager, including submission to his or her senior manager required confirmation of passing the RT-PCR test for the presence of SARS CoV-2 or other confirmation or document required by the State Measure;
10. require any employee who at the time after the end of his or her last shift (last work performance for employers) resided abroad, if it was not the residence of the cross-border employee in his or her State of residence to his or her senior manager by telephone or other remote access, preferably by email,
  - a/ immediately after entering the Czech Republic report the fact of the stay abroad, and
  - b/ without undue delay, he/she also notified and at request of his or her senior manager, to prove the fulfilment of his or her legal obligations set by the State Measure for entry into the territory of the Czech Republic;
11. prohibit any employee from entering any area of TŽ Company or the workplace of TŽ Company or MS Company until the proper fulfilment of his reporting obligations under points 06, 07, 09 or 10 of this Measure No. 6 and while quarantined;
12. impose on all its employees and other persons entering or entering TŽ Company premises, TŽ Company workplaces and MS Company workplaces and residing in TŽ Company premises and at these workplaces, in order to

- a/ upon entering TŽ Company premises and MS Company premises and during the stay in TŽ Company premises and at these workplaces, at the request of persons guarding TŽ Company premises or senior employees of TŽ Company premises and MS Company workplaces outside these the premises were examined for their current state of health, focusing on the symptoms of COVID-19, including body temperature measurements;
- b/ during the period of their stay in the premises of the Company TŽ and at the workplaces of the Company TŽ and the workplaces of the Company MS continue
  - ba/ use respiratory protective equipment (nose, mouth) such as a respirator, facemask, mouthpiece, scarf, shawl or other means to prevent the spread of droplets in accordance with State Precautions, and
  - bb/ use disinfectants and hygiene products, including gloves and disposable paper towels, designed and provided by TŽ or MS to provide protection against COVID-19 disease.

#### TŽ Company

- 13. imposes on the Security Manager and the plant director and plant managers outside the Třinec site not to allow foreigners who do not have a temporary stay of more than 90 days or permanent residence in the Czech Republic, unless they are cross-border employees, to enter and enter TŽ's premises and all TŽ's workplaces outside these premises without prior permission issued by Director of Human Resources and Public Relations;
- 14. imposes on the Security Manager and the plant director and plant managers outside the Třinec site not to allow employees or other persons to enter and enter TŽ Company premises and all TŽ Company workplaces outside these premises without respiratory protection (nose, mouth) such as respirator, drape, mouthpiece, scarf, shawl or other means to prevent the spread of droplets;
- 15. instructs the head of the TŽ Fire and Rescue Service to immediately report to the Regional Hygiene Station of the Moravian-Silesian Region based in Ostrava any person with suspected COVID-19 disease notified to the TŽ Fire and Rescue Service pursuant to point 08 of this Measure No. 6;

#### TŽ and MS Companies

- 16. inform and notify all their employees that:
  - a/ in the case of quarantine, employees are entitled to wage compensation and sickness insurance benefits similar to incapacity for work,
  - b/ failure to comply with the notification obligation set out above under points 06, 07, 09 and 10 of this Measure No. 6 shall be considered as an impediment to work on the part of the employee for which the employer will not allow the employee to perform work and thus he will not be compensated for wages,
  - c/ a breach of the obligation stated in this Measure No. 6, including the rules under point 03. of this Measure No. 6, will be considered by employer as a breach of the employer's instruction and thus a breach of the employee's duties; similarly, the abuse to the detriment of employer will be assessed in accordance with the rule set out in this Measure No. 6 or in the State Measure;

17. order the plant director and the heads of operations and departments or other departments to secure them in the plant and their operations and departments and other departments managed by them
- a/ fulfilment of all obligations specified in this Measure No. 6 and determined on the basis of this Measure No. 6,
  - b/ prompt and demonstrable acquaintance of all employees of their plant and their operations and departments or other departments with this Measure No. 6 and provide them with information on ensuring their performance.

The effectiveness of this Measure No. 6 replaces Measure No. 5 of the TŽ Company and the MS Company, issued on 30.04.2020.

This Measure No. 6 is effective for all employees of TŽ Company and all employees of MS Company from 14:00 on 21.05.2020.

Jan Czudek  
Chairman of the Board  
TŘINECKÉ ŽELEZÁRNY, a. s.

Ivo Žižka  
Member of the Board  
TŘINECKÉ ŽELEZÁRNY, a. s.

Petr Popelář  
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MORAVIA STEEL a.s.

Uršula Novotná  
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MORAVIA STEEL a.s.